

**The Mayor and Council of the City of Maysville had a Special Called Meeting on August 30, 2023, 6:00 p.m. to discuss the audit results on the 2022 audit results.**

**Present: Mayor Richard Presley, Councilmembers Kimberly Wilmoth, Junior Hardy, Richard Parr, and City Administrator/City Clerk Barbara Thomas. Councilmember Scott Harper was not present at the meeting.**

**Mayor Presley opened the meeting with the introduction of Keith Waters, CPA for the City of Maysville.**

**Mr. Waters reported that the Water & Sewer Fund Balance keeps going down and eventually the water & sewer rates will have to be increased. He recommended reviewing all expenses to see what changes can be made to create more revenue.**

**The Downtown Development is getting larger and recommended better internal controls. Needs to be a budget set for projects each year. Recommended that the bank statements be reconciled every month and records kept up to date.**

**Mr. Waters stated in his closing remarks that the city had a good cash reserve and very strong Fund Balances.**

**Mayor Presley asked Council if they had any questions regarding the audit and no one responded.**

**Mayor Presley asked for a motion to vote on the 2022 audit as presented. The motion to approve the audit was made by Councilmember Richard Parr, seconded by Councilmember Kimberly Wilmoth. Motion carried.**

**Chief Joshua White came before the Council with a request to update his Standard Operation Procedures for the police department.**

**He asked the Council to consider adding Chapter 7.7.11 to the policy. Officer David Marcus attended the training to become a phlebotomist. He will be responsible for the selection of a safe and clean physical location for the blood draw. The policy highlights the procedure to follow from beginning to end.**

**Upon reviewing the policy, the Council decided to adopt the policy and make it a part of the Standard Operating Procedures.**

**This was approved upon a motion made by Councilmember Richard Parr, seconded by Councilmember Junior Hardy. Motion carried.**

**Meeting adjourned upon a motion made by Councilmember Richard Parr, seconded by Councilmember Kimberly Wilmoth. Motion carried.**

**Barbara Thomas**

**October 2, 2023**

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**Certified by:**

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**Date:**